

**BUDGET ADVISORY COMMITTEE MEETING
DAVIE TOWN HALL
6591 ORANGE DRIVE
DECEMBER 17, 2007 – 5:30 p.m.**

MEMBERS PRESENT

Dr. Robert Preziosi, Chair
Scott Spages, Vice Chair
Dan Barr (arrived 5:42 pm)
Stuart Podel

ALSO PRESENT

William Ackerman, Budget and Finance Director
Carol Menke, Deputy Budget and Finance Director

1. ROLL CALL

Chair Preziosi called the meeting to order at 5:36 p.m. Attendance was taken and a quorum was present.

2. APPROVAL OF MINUTES

2.1) August 13, 2007

Motion made by Vice Chair Spages, seconded by Mr. Podel, to approve the August 13, 2007 minutes. In a voice vote, the motion passed unanimously.

3. OLD BUSINESS

3.1) Annual Report – January 31, 2007

No report was available. It was suggested in lieu of a formal report, the minutes of previous meetings be read.

3.2) Vehicle Usage Policy

It was decided by the Town Council to defer Vehicle Usage Policy changes until the 2009 budget year. This item will be taken off the agenda.

3.3) Department Liaison Reports

All assigned reports have been made, with the exception of Parks and Recreation due to the lack of a new Board appointment.

Ms. Menke reported that the calendar is being prepared for next year's budget, a copy of which will be provided to the Committee. They can then decide which departments to review at that time.

Cost recovery as well as hard costs and overhead were mentioned as areas to be looked at in future reports. Parks & Recreation user fees were briefly discussed in relation to incremental revenue versus “bigger pools of monies” such as insurance, employee benefits, health insurance, etc.

It is anticipated the calendar will be ready in time for the next BAC meeting. The First Annual Budget Kick-Off meeting with the departments, providing a presentation regarding expectations, time line, and goals for the year’s budget process, has been planned for January 2009. No hard budget numbers will be provided until February; special sessions are anticipated to be held in June, July, August, and September regarding the budget, if necessary.

This item will remain on the agenda for the Committee to choose departments for review and visits in 2008.

Motion made by Mr. Barr, seconded by Vice Chair Spages, to have Mr. Podel attend the “First Annual Budget Kick-Off meeting” on behalf of the BAC. In a voice vote, the motion passed unanimously.

3.4) Capital Improvement Projects FY 2008-2012

The Board inquired if the FY2008-2012 document was formatted in a similar manner as in prior years. Ms. Menke reported that this plan was similar to the ones passed in previous years.

Mr. Ackerman explained that a new process has been implemented wherein department heads will have until January 28, 2008 to fill out a financial form (start and finish timelines) and a project details form (type, specifications, priority, expenses, impact on supporting departments). A committee of seven persons will then review all of the projects which will be rated per a 200-point scoring sheet to determine the highest ranked projects and compile a list. The departments will subsequently review that list and have an opportunity, if they feel their project was incorrectly ranked, to make a presentation to the review committee for reconsideration. The projects will then be re-ranked if necessary. There is also a process allowing for appeals to Assistant Town Administrator Ken Cohen.

Once rankings are finalized, funding sources will be matched to projects.

It is hoped this process will be completed by April 2008.

3.5) Public Safety User Fees

Several of the Committee members felt the user fees were “still a good idea,” but had been the victim of “bad PR,” in not clarifying that Davie citizens would not be charged, but that the Town would take whatever monies the insurance companies would be willing to reimburse.

It was pointed out that the results of an “efficiency study” had shown that the calls should be turned back over to the Florida Highway Patrol; however, no further action was taken in that regard, as there is a mutual aid agreement requiring those able to respond to do so.

Obtaining State or Federal reimbursement for emergency calls on the interstate highway system was mentioned, as well as action taken by other municipal and county governments in Florida and if any precedents have been set allowing for recouping of emergency assistance costs.

Ms. Menke stated that there may be collaboration between the Police, Fire, and Parks Departments to study increasing impact fees to help defray costs.

This matter will stay on the next agenda for further discussion.

4. NEW BUSINESS - none.

5. COMMENTS AND SUGGESTIONS

It was suggested that, at the next meeting, members’ reviews of the efficiency studies be discussed to look at and incorporate into next year’s budget process, including pros, cons, accuracies, and inaccuracies.

From a perspective of the study, based upon the expertise of the company (MSL) which conducted it and how quickly the work had been done, it was noted that “it’s hard to put a lot of money into what they did,” as the study had been done hastily.

Discussion continued regarding outsourcing of the IT department and comparisons of that department within other municipalities.

There was also brief discussion regarding the necessity of appointing another Committee member.

6. ADJOURNMENT

With no further business to discuss, the meeting adjourned at 6:18 p.m.

Date

Committee Chair